(Name, office symbol, roo	om number,		Initials	Date	
(Name, office symbol, roc building, Agency/Post) Director of Mana	agement and Planni	ng,			
DS&T					
Room 6E45, Head	quarters				
Action	File	Note and Return			
Approval	For Clearance	Per Conversation			
As Requested	For Correction	Prepare Reply			
Circulate	For Your Information	See Me			
Comment	Investigate	Signature			
Coordination	Justify			· .	

FBIS calendar.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Director, FBIS

SO41-102

+US.G.P.O.: 1963 -421-529/320

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

25X1

FBIS CALENDAR

DATE	EVENT	TIME	LOCATION	ATTENDED BY	
23 October	Award Ceremony	1130	DCI Conf Rm	D/FBIS DD/FBIS	25 X 1
26 October	Meet Executive Assistant to DDCI	1400	3S09	D/FBIS DD/FBIS	25X1
27 October	Prod Group Offsite		Airlie House	D/FBIS	
2-23 November	Visit to Bureaus		Tokyo, Seoul, Okinawa, Hong Kong, Bangkok	DD/FBIS C/Ops/FBIS	
11-13 November	DDS&T Management Conference		Port Deposit, Md.	D/FBIS	
LOOKING AHEAD					
19-20 November	S&T Career Development Course		2S19	D/FBIS Others	25X1
LEAVE					
21-28 December				DD/FBIS	

SECRET

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